

CHARTER COMMISSION  
CITY AND COUNTY OF HONOLULU

TUESDAY, OCTOBER 11, 2005  
COUNCIL COMMITTEE ROOM  
SECOND FLOOR, HONOLULU HALE  
4:00 P.M.

MINUTES

**Charter Commission Members Present:**

Donn M. Takaki  
Jeffrey T. Mikulina  
Darolyn H. Lendio  
Jerry Coffee  
Jim Myers  
James C. Pacopac  
Malcolm J. Tom

**Charter Commission Members Absent:**

Andrew I.T Chang  
Amy Hirano  
Jan N. Sullivan  
E. Gordon Grau  
Jared Kawashima  
Stephen Meder

**Others Present:**

Chuck Narikiyo, Executive Administrator, Charter Commission  
Diane Kawauchi, Deputy Corporation Counsel, Department of the Corporation Counsel  
Lori K. K. Sunakoda, Deputy Corporation Counsel, Department of Corporation Counsel  
Loretta Ho, Secretary, Charter Commission  
Nicole Love, Researcher, Charter Commission

**I. Call to Order**

Chair Donn Takaki called the meeting to order at 4:02 p.m., October 11, 2005.

## **II. Public Testimony**

Mr. Bill Woods had testified on agenda item #4, Approval of the September 13<sup>th</sup> minutes that are up for discussion and action not being available to the public in advance prior to the Charter Commission meeting. Mr. Woods advised the Commission that in his opinion, under the Sunshine Law, all items that require the Commission's action should be available to the public once the agenda is posted and available, not just at the meeting itself. This would allow the public to make any comments or concerns of the minutes of the past meeting. Mr. Woods also testified about the same issue for agenda item #5d, Mission Statement or Guidelines for consideration proposed amendments and the Policy and/or procedure regarding Commissioner-sponsored charter proposals. In his opinion, these items also require the Commission's action and should be made available at least six days in advance of the meeting.

## **III. Agenda Item 3. Executive Administrator's Report.**

- a. **Status of proposal submissions** – The Executive Administrator provided the Commissioners present with redacted copies of the proposed submissions as well as conceptual submissions received in the office as of Friday, October 7, 2005. There were 5 proposed submissions submitted on the submission form as set forth by the Charter Commission Rules. There are about 36 conceptual submissions, which are suggestions that were sent to the Charter Commission office but not on the official form. The submission deadline is the 31<sup>st</sup> of this month and will distribute all proposals at the November meeting.
- b. **Calendar and upcoming events and deadlines** - Executive Narikiyo reminded the Commissioners on the upcoming important dates and deadlines for the overall process on the Commissions work. These dates included the official submission deadline, public hearings, super majority deadline, deadline for the Committee on Style, legal review deadline and the submission deadline to the State Office of Elections.

## **IV. Approval of Minutes**

Chair Takaki has deferred the item to November 14, 2005 Charter Commission Meeting.

## **V. Committee Reports**

- a. **Report of the Budget Committee** – Commissioner Myers reported that with reviewing all the Purchase Orders sent out and the financial statement provided to him, the Commission is well within the budget.
- b. **Report of the Submission and Information Committee** – No Report.
- c. **Report of the Personnel Committee** – No Report.
- d. **Report of the Rules Committee** – In an abundance of caution, and upon the recommendation from Corporation Counsel, action on the draft mission statement or guidelines for considering proposed amendments (*Attachment A*) and the proposed rule regarding Commissioner-sponsored charter proposals (*Attachment B*) have been deferred to the November 14, 2005 Charter Commission meeting. These items were not available to the public prior to the meeting and were distributed at today's meeting, and will be put on the November agenda for action.

**VI. Officers Report**

- A. Chair – Chair had no report.
- B. Vice Chair – Commissioner Mikulina had no report.
- C. Treasurer – Commissioner Myers had no further report.
- D. Secretary – Commissioner Pacopac had no report.

**VII. Announcements**

Commissioner Lendio urged the public that if they need any information pertaining to the agenda available to the public 6 days prior to the meeting to immediately call commission staff to obtain the information. The Commission will be under extreme deadlines and will need to move forward with their work, and wants to avoid any delays in the future.

**VIII. Next Meeting Schedule**

The next meeting was set for Monday, November 14, 2005 at 4:00 p.m. in the Council Committee Room on the Second Floor of Honolulu Hale.

**IX. Adjournment**

Meeting was adjourned at 4:33 p.m.